



**Marshall Safety and Health Action Team (MSAT)**

<http://msat.msfc.nasa.gov/>

**MINUTES**

10/13/2004

The MSAT meeting was held Wednesday, September 29, 2004, from 10:00-11:00 a.m. in Room 625, Building 4201.

Attendees were: Greg Welzyn, Cynthia Williams, Kasondra Turner, Ketchel Jordan, Tom Roberson, Monte Gravunder, Mary Hunter, Glenn Funkhouser, Linda Myszka, Chris Fisher, Frank Smith, Martin Draper, John Nugent, Curt Lewis, Cathy White, Phyllis Olinger, Jean Snowden, Helen Eddleman, Lorraine Raby, Todd MacLeod, Kevin Vellacott-Ford

**WELCOME/GENERAL DISCUSSION**

Chairman, Monte Gravunder welcomed all members, identified the Emergency Exits and noted that in the event of an emergency evacuation during a meeting, attendees need to reassemble outside the East end of building 4201 (toward 4203) for roll call. Protective Areas were also identified in the event of inclement weather conditions

**MSAT SAFETY MINUTE**

Curt Lewis shared a presentation on Preventing Head Injury - Bicycle Safety Helmets. This is attached to the minutes; please share this valuable information with your family and organization.

**OLD BUSINESS**

**SAFETY JEOPARDY**

Prizes have been ordered. The following have requested the Safety Jeopardy for their organizations:

- Teledyne Brown Engineering. POC - John Nugent (Date being worked)
- HEI – POC - Mary Hunter ((Date being worked)
- ASRI – POC – Cynthia Williams (Date being worked)

The Sponsor Board Draft was reviewed and approved.

If you would like to schedule the Safety Jeopardy for your organization, contact Monte Gravunder.

## **NEW BUSINESS**

October 28 will be Safety Day at the Center. MSAT will have a booth. A volunteer list was circulated for supporting this booth. If you can assist, please e-mail Monte Gravunder for a time slot.

Buckle Up Event – December will be Buckle Up for Safety Month. More information to follow.

Advisor – MSAT does not know yet who will be the MSAT Executive Advisor replacing Axel Roth.

## **COMMITTEE REPORTS** –

- ***Close Calls Committee:*** Chris Fisher reported the committee reviewed 3 close calls, but none merited recognition at this time.
- ***Membership Committee:*** Peggy Jefferson and John Nugent are working on a new MSAT board to promote membership.
- ***Health Committee:*** Lynn Motley – No report
- ***Employee Interface and Communications:*** Todd MacLeod and Beth Young – MSAT Website has been updated.
- ***Center & Team Actions Committee:*** Monte Gravunder will schedule a meeting with Associate Director, Robin Henderson to discuss a new MSAT Executive Advisor.

## **CLOSING COMMENTS**

- MSAT members are asked to submit their concerns and any beneficial suggestions to make the Center a safer place to work to Monte Gravunder.

**The next MSAT Meeting is**

**October 27, 10:00-11:00**

**ROOM 625 – BUILDING 4201**